

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEETING NO. RIT/IQAC/17/2022

Venue: Online via **MS Teams** application

A meeting of all the members of IQAC was held on Friday, 21st January, 2022 at 2:00 p.m.

Following members were present –

1. Dr. Mrs. S. S. Kulkarni, Director & Chairperson
2. Hon. R. D. Sawant, Management representative
3. Prof. Dr. R. K. Kamat, University representative, SUK, Kolhapur
4. Dr. S. K. Patil, member, Dean-Academics, RIT
5. Prof. P. M. Mohite, member, Dean-Infrastructure, RIT
6. Dr. A. B. Kakade, member, Dean-R&D, RIT
7. Dr. L. M. Jugulkar, member, Dean-Student Development, RIT
8. Mrs. Sarika D. Patil, Administration representative, Registrar, RIT
9. Mr. V. L. Hase, Librarian, RIT
10. Mr. Ramrao S. Patil, Sr. IT Technical Analyst, RIT
11. Prof. S. U. Mane, member, faculty, RIT
12. Prof. Mrs. S. P. Patil, member, faculty, RIT
13. Prof. A. A. Prabhavalikar, faculty, RIT
14. Mr. Aniket Tanaji Mali, member, Student representative, RIT
15. Ms. Shreya Satish Nalavade, member, Student representative, RIT
16. Dr. Satyajit R. Patil, IQAC Coordinator, Dean-Quality Assurance, RIT

The following members could not attend the meeting and informed earlier.

1. Mr. Sachin Shirgaokar, Industry representative
2. Mr. Nitin Dalvai, Alumni representative
3. Dr. Sandip Jagdale, Parent representative

Dr. Satyajit R. Patil, IQAC coordinator welcomed the Chairperson Hon. Dr. Mrs. S. S. Kulkarni, and all the IQAC members.



The meeting began with permission of the Hon. Chairperson.

Agenda Item No. 1: To confirm Minutes of Meeting and informing about ATR of 16th IQAC meeting dated 9th October, 2021.

The IQAC coordinator read the MoM and ATR of 16th IQAC meeting held on Saturday, 9th October 2021. The MoM were approved by the IQAC members. Discussions were held with reference to ATR of the same.

- Regarding review the status of various bodies of institute viz. Statutory OR Non-statutory, Mrs. Sarika D. Patil, Registrar, RIT explained the structure of statutory & Non-statutory bodies in RIT. Dr. R.K. Kamat suggested to revisit the UGC norms and make changes in the current structure accordingly.
- Regarding appointing Research Professors to nurture research culture in the institute, Dr. A. B. Kakade, Dean Research & Development informed about appointing research professors. He presented minutes of meeting with appointed research professors, Dr. P. K. Katti and Dr. D. B. Talange (Electrical Engineering Department) & Dr. P.J. Kulkarni (Computer Science & Engineering Department) along with HoDs of Computer Science & Engineering Department, Electrical Engineering Department, Dean QA & Director. Dr. A. B. Kakade assured that the suggestions given by the Research Professors will be implemented after getting approval from Steering Committee. Director, Dr. Mrs. S. S. Kulkarni confirmed that Dr. Kumathekar will also be joining in Civil Engineering Department as Research Professor from next academic year.
- Regarding maintenance policy & vision for built-up area of the institute, Dr. P.M. Mohite, Dean Infrastructure, explained about the maintenance policy and vision for built-up area with keeping in mind the development of institute. Director, Dr. Mrs. S. S. Kulkarni suggested to list down procedures for selecting housekeeping & security contractors in maintenance policy. Dr. Kamat suggested that ratio of augmentation grants and maintenance grants should be maintained properly for NAAC cycle. For campus development regarding built-up area, Prof. P. M. Mohite confirmed that inputs



are taken from an external architect Mr. Shashank Phadke. Prof. P.M. Mohite explained that the requirements are given to the Architect from RIT for sports complex & development in existing boy's & girl's hostel. Developmental plan has been made by Mr. Shashank Phadke which is presented in the meeting. Prof. P. M. Mohite confirmed that according to the plan, construction has been started phase-wise.

- Regarding "To provide accurate data with regards to faculty numbers in view of IIQA and extended profile of the institute to be submitted during the NAAC 2nd Cycle application", Dr. Kamat suggested to be careful while counting the number of faculties. He has told that if temporary faculty members are taken into consideration, then it will affect 6 to 7 metrics such as faculty publications, no. of years of experience, faculty awards etc. It will affect optimum student to teacher ratio. He further suggested that there should be 2 entries for a faculty if he/she leaves the college in previous AY and joins in the next AY. Dr. Kamat suggested that regarding sanctioned posts, there can be a resolution in Management Committee to have 100% sanctioned posts.
- Regarding submitting the IIQA and SSR for NAAC 2nd cycle following the SoP, Dr. Satyajit Patil, Dean-QA assured that IIQA has been submitted and approved by NAAC on 16th December, 2021. The deadline for SSR submission as per NAAC timeframe is 28th January, 2022. Dr. Kamat suggested to keep putting the data in Extended Profile of the institute. He also mentioned about NEP preparedness document as a part of NAAC SSR submission.

Agenda Item No. 2: To brief about RIT's academic planning for oncoming even semester 2021-22 on the backdrop of COVID-19 pandemic third wave and offline examination held for odd semester

- Dr. S.K.Patil, Dean Academics, explained about commencement of academic activities of A.Y. 2021-22 semester I in offline mode for F.Y. B. Tech, S.Y. B. Tech., F.Y. M. Tech. & F.Y. MBA. He confirmed that academic activities of A.Y. 2021-22 semester I for T.Y. B. Tech. and Final Year B. Tech. are over and results of the same will be declared soon.



- Due to spread of third wave CORONA virus and as per GR of Government of Maharashtra, F.Y.B.Tech, S.Y.B.Tech, F.Y.M.Tech & F.Y. & S.Y. MBA have been shifted to online mode from 10th January, 2022.
- Dr.S.K.Patil, Dean Academics confirmed that UT-1 of S.Y.B.Tech & S.Y.MBA was conducted in offline mode. UT-2 of S.Y.B.Tech & S.Y.MBA and UT-1 of direct admitted S.Y.B.Tech is postponed. It will be conducted in offline mode. UT-1 & UT-2 of F.Y.B.Tech, F.Y.M.Tech & F.Y.MBA will be conducted in offline mode.
- Dean Academics confirmed that semester-II of T.Y. B. Tech. & Final year B. Tech. will be commenced from 24th January, 2022 through online mode. As per the government norms, teaching activities will be shifted to offline mode accordingly. Students working on projects (URE, ED, Dissertation, start-ups) are allowed in the campus while joining formalities of IIP track will be completed by 24th January, 2022.

Agenda Item No. 3: To inform about Autonomy extension since June 2022 onwards

- Dr. S. K. Patil, Dean Academics, confirmed that institute is going to apply for the Autonomy extension since June 2022 onwards. Application report preparation is in progress.

Agenda Item No. 4: To inform about the NBA accreditation results of recent cycles and next cycle of NBA accreditation

- Dr. Satyajit Patil, Dean QA confirmed the visits of NBA committees :
 - During 17th to 19th September, 2021 for 2 PG programs viz. Thermal Engineering (Mechanical Engg. Department) & Structural Engineering (Civil Engg. Department) and 3 Diploma programs viz. Civil, Electrical & Mechanical Department.
 - During 22nd to 24th October, 2021 for 2 PG programs viz. Electronics Engineering (Electronics & Telecommunication Engg. Department) & M.B.A and Diploma Automobile Department.
- He informed about the accreditation status of Diploma programs, PG programs, UG programs and overall accreditation percentage of individual and combined percentage of all programs.




- He also confirmed that the next cycle of NBA accreditation includes 3 UG programs viz. Computer Science & Engineering, Electrical Engineering & Electronics & Telecommunications Engineering and 2 PG programs viz. Mechanical Design Engineering (Mechanical Engg. Department) & Construction Management (Civil Engg. Department). He informed that the SARs are being worked upon and it is in process of submission.

Agenda Item No. 5: To brief on progress of SSR submission

- Dr. Satyajit Patil, Dean-QA informed that IIQA has been approved by NAAC on 16th December, 2021. Criteria I & VII have been finalized. Department evaluative reports have been uploaded. Profile & Extended Profile of the institute is ready and being uploaded. Executive summary of the SSR is on the verge of finalization while opt-out criteria are finalized.
- Regarding presenting SWOC of the institute as a part of NAAC SSR, Dr. Satyajit Patil confirmed that brainstorming session with Steering Committee members was held. He presented the document prepared regarding Strengths, Weaknesses, Opportunities and Challenges of the institute.
- Regarding “To discuss about NAAC SSR opt-out criteria”, Dr. Satyajit Patil, Dean-QA explained about the criteria that RIT is going to opt-out from the current NAAC SSR.

Agenda Item No. 6: Discussion on other points with permission of Hon. Chairperson.

- No any other point was raised for further discussions. The meeting was concluded with the Vote of Thanks by IQAC coordinator to all the members.


Dr. Satyajit R. Patil

Dean-Quality Assurance & IQAC Coordinator





Dr. Mrs. Sushma S. Kulkarni

Director & Chairperson, IQAC

Kasegaon Education Society's
RAJARAMBAPU INSTITUTE OF TECHNOLOGY, RAJARAMNAGAR

Action Taken Report (ATR) based on the discussions held and decisions made in the 17th IQAC Meeting held on 21st January, 2022.

Sr. No.	Description of Work	Responsible Person/s	Action Taken
1.	To confirm formation of statutory & non-statutory bodies as per UGC norms	Mrs. Sarika D. Patil, Registrar, RIT	We have confirmed the statutory and non-statutory bodies in the previous meeting. As per Maharashtra Public Universities Act 2016 College Development Committee is a statutory body with the purview of establishing Academic and Administrative Governance at the Institute level.
2.	To list down procedures for selecting housekeeping & security contractors in maintenance policy	Prof. P. M. Mohite, Dean-Infrastructure	The standard procedure is followed by inviting tenders as per terms and conditions. The contracts for housekeeping and security have been allotted as per their competency, lowest bids, work experience of the agency with respect to working in educational institution and the financial turnover of the company.
3.	To inform about the NBA accreditation pending results of recent cycles and to brief on SSR submission & NAAC visit	Dr. Satyajit R. Patil, Dean-QA	The NBA accreditation results of the remaining four programs viz. PG Civil Engg, PG Eln. Engg., MBA and Diploma Automobile have been shared by NBA. All these programs have been provisionally accredited for THREE years. The NAAC SSR was submitted on 12th Feb 2022 and is currently undergoing the DVV process. The responses to the clarifications have been submitted. The feedback for SSS has been submitted and the score of 3.61 is obtained for the same.
4.	To inform about Autonomy extension since June 2022 onwards	Dr. S. K. Patil, Dean-Academics	Autonomy extension report is submitted to Shivaji University, Kolhapur.